

PARAMEDIC JOB DESCRIPTION

PURPOSE:

The paramedic responds to and provides Advanced Life Support care in pre-hospital emergency situations involving potential loss of life or bodily injury.

REPORTS TO:

Billings County EMS Director, Deputy Director and/or Billings County Medical Director

HAZARDS:

The candidate, when responding to emergency situations, may be exposed to dust, fumes, smoke, adverse weather conditions, rough terrain and chemicals. They may also be exposed to patients that are mentally ill, sick or injured. There is also exposure to body substances that may contain infectious materials that could cause illness or death. There is a potential for bodily harm or death from violent patients, bystanders, vehicles or countless other dangers. This is not an all inclusive list of hazards.

PHYSICAL DEMANDS:

Candidate must be able to endure climbing, reaching, sitting, lifting, walking, standing, bending, grasping, pushing and pulling. They must be able to work in rough terrain and adverse weather conditions. They must also be able to lift a minimum of 100 pounds.

MENTAL DEMANDS:

Candidate must be able to function calmly and maintain a positive and cooperative working environment in stressful situations. They must be able to work independently with minimum supervision for assigned tasks. They must conduct themselves in a professional manner at all times. The candidate must be able to make split second decisions using sound judgment in a variety of situations.

REQUIRED EDUCATION:

- High School Diploma or equivalent
- Successful completion of a US DOT approved Nationally Registered Emergency Medical Technician-Paramedic curriculum

PREFERRED EDUCATION:

Bachelor's Degree in a health related field

MINIMUM EXPERIENCE:

New graduates are welcome to apply and will be given consideration

PREFERRED EXPERIENCE:

5 years of full time employment with an ALS ambulance service

REQUIRED CERTIFICATES, LICENSES AND REGISTRATIONS:

The candidate must possess and maintain the following:

- National Registry Certification at the EMT-Paramedic level
- ND State Paramedic Licensure
- American Heart Association Healthcare Provider CPR
- American Heart Association Advanced Cardiac Life Support (ACLS)
- A valid North Dakota Driver's License with an acceptable driving record

PREFERRED CERTIFICATES, LICENSES AND REGISTRATIONS:

- Pediatric Advanced Life Support (PALS) and/or PEPP
- Neonatal Resuscitation Program (NRP)
- AHA CPR Instructor
- Emergency Vehicle Operation Course (EVOC)
- Pre-hospital Trauma Life Support (PHTLS) or International Trauma Life Support (ITLS)
- ND Instructor Coordinator or CEC

SUMMARY OF DUTIES: (not an all inclusive list)

- Provide safe, effective and efficient Advanced Life Support care
- Be actively involved in recruitment and retention of volunteers
- Provide training and continuing education for volunteer EMT's and CPR Drivers
- Function as the team leader of the ambulance crew
- Maintain and restock the ambulance supplies and inventory
- Provide CPR and First Aid training to the schools and community as needed
- Ensure that all run data is entered into the ND EMS information gathering system
- Keep all areas, including the ambulance and crew quarters, clean and orderly
- Foster good working relationships with the community at large including members of law enforcement, fire, hospital and EMS
- Other duties as assigned by supervisor

OTHER PREFERRED ATTRIBUTES:

- MUST get along well with others
- Good computer skills
- Willingness to work a flexible schedule that includes holidays, weekends and nights
- Understands and appreciates the importance of the ambulance volunteer
- Good written and verbal communication skills using the English language

SALARY AND BENEFITS:

The candidate selected would receive a full Billings County benefit package. This includes: full family medical insurance, single dental insurance, single vision insurance, NDPERS retirement, sick leave, vacation, Flex medical spending account, longevity bonuses, life insurance, AFLAC supplemental insurance, and paid holidays. Continuing medical education and uniforms are also provided.